

INVITATION TO BID SALE OF:

Miami-Dade County

***Information Technology and Internal Services
Departments***

Miscellaneous Items and



**ISSUED BY:
MIAMI - DADE COUNTY
INTERNAL SERVICES DEPARTMENT**

Bid No: CI-13-40
Opening: 10:00 a.m.
Date: July 18, 2013





BID DOCUMENT

Delivering Excellence Every Day

Questions? Visit the Internal Services Department Web Site at: www.miamidade.gov/internalservices/bid-sales.asp

TERMS AND CONDITIONS

Read this entire bid document carefully. There are specific payment and removal deadlines. You are also subject to other obligations which you must meet as specified within this bid document. Failure to meet these requirements will result in penalties. Do not bid on any item you have not inspected. Follow the instructions carefully.

AWARD NOTIFICATION

—OFFICIAL RESULTS WILL BE POSTED AT THE INTERNAL SERVICES DEPARTMENT AT 980 WEST 84TH STREET, HIALEAH, FLORIDA, NOT LATER THAN 12:00 P.M. ON THE MONDAY IMMEDIATELY FOLLOWING THE OPENING DATE. This posting is the OFFICIAL NOTIFICATION AND AWARD to the successful bidders. Bidders are hereby advised that they are responsible to inform themselves of their bid status from this posting. **DO NOT CALL FOR BID RESULTS.** We will attempt to fax or telephone award notification and payment information to the successful bidders. However, we assume no responsibility or liability for any failure in communication and it is the Bidder's responsibility to meet the payment and removal deadline requirements.

BIDS

—**Bid Amounts:** Refer to the Bid Proposal and Certification Form. Insert in the appropriate "Amount Bid" blank the dollar amount you agree to pay for each item you want to bid on. The **dollar amount entered must be in whole dollar increments** or it will be **rounded down** to the nearest whole dollar. Entries must be typed or clearly printed in ink. **No pencil.** Use of erasable ink is not permitted. **All strikeovers, changes and corrections must be initialed.** Questionable entries may be rejected. **Be sure to enter each bid amount in the correct blank.** Bidding is limited to the established bid document format.

—**Bid Delivery:** Keep Terms & Conditions for your reference. Separate and deliver your "Bid Proposal and Certification Form" to the Internal Services Department, which is open from 9:30 A.M. to 2:30 P.M. Monday through Friday (except County holidays), and which is located at 980 West 84th Street in Hialeah, Florida 33014. Miami-Dade County will not be responsible for delivery delays or non-receipt of bids caused by the U.S. Postal Service, other delivery service carriers, or caused by any other occurrence. All bids must be in sealed envelopes or containers marked with the bidder's name and address, the sale number of this sale and the date of bid opening, all printed on the outside of the envelope or container. Bids/Proposals will be opened promptly at the submittal deadline. Bids/proposals received after the published deadline will not be opened or considered.

KEEP THIS PAGE

TERMS & CONDITIONS

PAGE 1 OF 4

SALE NUMBER: CI-13-40

Deliver Bids not later than: 10:00 A.M. Eastern Time
July 18, 2013

—**Bid Deposit:** *Refer to the Bid Proposal and Certification Form.* A Bid Deposit, **consisting of a Cashier's Check**, in the amount of ten percent (10%) of the total bid amount must accompany your bid. Any *Cashier's Check* presented must be drawn upon a United States bank and made payable to "**Board of County Commissioners.**" Deposits will be returned to unsuccessful bidders upon presentation of adequate identification. Deposits are not required from State, County, or Municipal governments. **NO CASH, personal, certified, travelers, or company checks, money orders, or credit cards accepted. Bids received without the required bid deposit will be rejected.**

—**Bid Opening:** Bids will be opened at 10:00 A.M. at the Internal Services Department, 980 West 84th Street, Hialeah, Florida, on the specified date. Interested persons are invited to attend. Tie bids will be resolved in favor of the bid with the earliest receipt date/time stamp.

FORFEITURE

—**FAILURE TO COMPLETE PAYMENT FOR, OR REMOVE AWARDED ITEMS WITHIN THE TIME SPECIFIED IN THE BID PROPOSAL AND CERTIFICATION FORM WILL RESULT IN LIQUIDATED DAMAGES IN THE FORM OF FORFEITURE OF THE BIDDER'S DEPOSIT OR, FORFEITURE OF PERFORMANCE BOND AND FULL PURCHASE PRICE.** Ownership rights to, and claims upon, subject items will also be forfeited and bidder will voluntarily relinquish all such rights without protest. Said rights will thereupon automatically revert to the County without further action of either party.

GENERAL CONDITIONS

—**ALL BIDDERS AND THEIR BIDS ARE SUBJECT TO THE CONDITIONS SPECIFIED IN THE NOTICE OF SALE, BID DOCUMENT, BID PROPOSAL AND CERTIFICATION FORM, AND NOTICE OF AWARD.** Bids not complying with these conditions are subject to rejection. Bids not submitted on the *Official Bid Proposal and Certification Form* will be rejected. **Bidder must sign each page of the *Bid Proposal and Certification Form*, where indicated.** Bids containing any alteration, addition, condition, limitation, unauthorized alternatives or showing irregularities of any kind may be rejected as non-responsive or irregular.

—Each Bidder must complete all pages of the Bid Proposal and Certification Form and submit it in a sealed envelope with the name of the bidder, bidder's address, sale number and date of opening printed or written on the outside of the envelope, for the bid to be considered. Include only **one** *Bid Proposal and Certification Form* per envelope.

THE COUNTY RESERVES THE RIGHT TO REMOVE ANY ITEM FROM THE SALE PRIOR TO THE BID OPENING AND TO WAIVE ANY INFORMALITIES IN OR TO REJECT ANY OR ALL BIDS.

—**Bidders must thoroughly examine the terms, conditions and instructions contained in this Invitation to Bid. No plea of ignorance by the successful bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the successful bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the Notice of Sale, the Invitation to Bid, the Bid Proposal and Certification Form, and the Notice of Award will be accepted as a basis for varying the requirements of the County.**

—Indemnification.

Successful Bidder shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by the Successful Bidder or its employees, agents, servants, partners, principals, or subcontractors. Successful Bidder shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. Successful Bidder expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the Successful Bidder shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided.

INSPECTION OF PROPERTY PRIOR TO BID

—Property may be viewed **BY APPOINTMENT ONLY** during the period from ***July 05, 2013*** to ***July 18, 2013***. Contact the contact persons as listed in the Bid Proposal and Certification Form to make appointment for inspection. Inspections may be conducted during the hours as listed in the Bid proposal and Certification Form, Monday through Friday, beginning ***July 18, 2013***.

ORAL STATEMENTS AND MODIFICATIONS

—Any oral statement or representation by any representative of the County, changing or supplementing the Invitation to Bid (Bid Document) or contract or any condition thereof, is unauthorized and shall confer no right upon the Bidder or Purchaser.

BID AWARDS

—If you are the awarded bidder for more than one item, or lot, you are required to submit payment for all items or lots. Failure to comply with this requirement will result in the disqualification of the bidder.

PAYMENT

—**COMPLETE PAYMENT IN FULL AT 980 WEST 84th STREET, HIALEAH, FLORIDA, MONDAY THROUGH FRIDAY (EXCLUDING COUNTY HOLIDAYS) ONLY BETWEEN THE HOURS OF 9:30 A.M. AND 2:30 P.M. PRIOR TO THE REQUIRED PAYMENT DUE DATE SPECIFIED BELOW.**

Other transactions (bond and deposit retrievals, titles, etc.) must be made at the same location and hours until the required removal date, at which point the sale will be closed out.

—**METHOD OF PAYMENT**: Only Buyer's **Visa, MasterCard, Discover** or **Cashier's Check**, drawn upon a U.S. bank, and made payable to: "Board of County Commissioners." **NO CASH ACCEPTED.** See BID Deposit.

—MAKE FULL PAYMENT ON OR BEFORE: **Friday, July 26, 2013.**

PERFORMANCE BOND

—A performance bond of twenty percent (20%) of the bid amount or two hundred dollars (\$200), whichever is greater, will be required for each item (or lot) awarded (maximum bond will not exceed one thousand dollars (\$1,000) per bidder unless otherwise noted). **Bond shall be paid only by Cashier's Check, made payable to: "Board of County Commissioners." NO CASH ACCEPTED.** Bond must be paid when complete payment is made. The bond will be returned upon presentation of adequate identification and only after the successful removal of all awarded items in compliance with the terms and conditions specified in this Invitation to Bid. Bond may be returned to buyer by U.S. Certified Mail, in which case it will be mailed to the buyer's address as listed on the bid document.

REMOVAL OF AWARDED ITEMS

—No removal will be permitted until the property has been paid for in full. The County will not be responsible for damage or loss after vehicle acceptance, as evidenced by assignment of certificate of title. Loading and removal are not permitted on Saturdays, Sundays, legal holidays or periods other than normal business hours. The County will not act as liaison in any fashion between the Purchaser and any transportation contractor, sub-contractor or carrier.

—Loading, removal and transportation of awarded property is the purchaser's responsibility. Purchaser shall reimburse the County from the performance bond for any damage to County property caused during removal operations. If performance bond is inadequate, Purchaser will provide additional reimbursement as required. Activities other than loading and removal are not permitted on County premises.

DEADLINE FOR REMOVAL

—REMOVE AWARDED ITEMS ON OR BEFORE: **Friday, August 02, 2013.**

TELEGRAPHIC AND TELEPHONIC BIDS

—Bids or bid modifications by telegram, mailgram, telephone, facsimile transmission, or telegraph are not acceptable and will not be considered.

TO: Surplus Property Sales Manager
Internal Services Department
980 West 84th Street
Hialeah, Florida 33014

SEALED BID NO. CI-13-40
BID DATE: July 18, 2013

BID PROPOSAL AND CERTIFICATION FORM

The Undersigned, as Bidder hereby declares that the only persons interested in this Bid Proposal are named herein and that no other person has any interest in this Bid. This Bid is made without previous understanding, agreement, or connection with any person, firm or corporation making a Bid for the same property and is in all respects fair, without outside control, collusion, fraud or otherwise illegal action. I certify that I am not under eighteen (18) years of age and that I have not colluded, conspired or agreed, directly or indirectly with any bidder or person to submit a sham bid, or to refrain from bidding, or to fix my bid price, or that of any other bidder.

It is hereby affirmed that this Bid is being made in full and complete accordance with, and subject to, all the terms and conditions set forth in, and covered by, the Bid Document (Invitation to Bid), a copy of which was received. I have read all the terms and conditions contained within the Bid Document and have satisfied myself fully relative to all matters including the condition of the property being sold and the work necessary to remove the property. I agree to all terms and conditions of sale and will accept any awards made to me as a result of this quotation with the understanding that I have physically inspected the property to my satisfaction.

I AM AGREEING TO PURCHASE ANY PROPERTY OFFERED AS A PART OF THIS SALE IN AN "AS IS, WHERE IS" CONDITION WITH ALL FAULTS, WHETHER REVEALED OR NOT, WITH NO GUARANTEE OR WARRANTY EXPRESS, OR IMPLIED. FURTHER, THAT REFUNDS OR EXCHANGES ARE NOT ALLOWED AND THAT MIAMI - DADE COUNTY IS EXCLUDING ALL IMPLIED WARRANTIES UNDER THE UNIFORM COMMERCIAL CODE, OR SIMILAR LAWS, INCLUDING WITHOUT LIMITATION, THE FACT THAT THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS ARE HEREBY EXCLUDED.

It is agreed that formal acceptance of this bid by the County shall constitute a valid and enforceable contract between the two parties. The Bidder agrees to be bound by all obligations, terms and conditions as set forth in the Bid Document and the Bid Proposal and Certification Form.

If I am a successful bidder, I shall indemnify and hold harmless the County and its officers, employees, agents and instrumentalities from any and all liability, losses or damages, including attorney's fees and costs of defense, which the County or its officers, employees, agents or instrumentalities may incur as a result of claims, demands, suits, causes of actions or proceedings of any kind or nature arising out of, relating to or resulting from the performance of this Agreement by me or my employees, agents, servants, partners, principals or subcontractors. I agree that I shall pay all claims and losses in connection therewith and shall investigate and defend all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon.

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BID PROPOSAL AND CERTIFICATION
PAGE 1 OF 7

(Continued from Page 1)

I expressly understand and agree that any insurance protection required by this Agreement or otherwise provided by me shall in no way limit my responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided. I agree to save Miami - Dade County harmless from any and all claims, demands, debts, liabilities, costs, and attorney's fees arising out of, claimed on account of or in any manner predicated upon the use, loss of, or damage to the property of, and injuries to, or the death of any and all persons whatsoever, in any manner caused or contributed to by me as bidder or purchaser, my agents, servants or employees while in, upon, or about the sale or the property site on which the property sold or offered for sale is located, or while going to or departing from such areas. I also agree to meet the following deadlines:

FULL PAYMENT FOR AWARDED ITEMS MUST BE MADE ON OR BEFORE:

Friday, July 26, 2013

ITEMS AWARDED MUST BE COMPLETELY REMOVED TO THE SATISFACTION OF THE COUNTY ON OR BEFORE:

Friday, August 02, 2013

I UNDERSTAND THAT FAILURE TO ADHERE TO THE PAYMENT AND REMOVAL DATES WILL RESULT IN THE FORFEITURE OF MY BID DEPOSIT, OR PERFORMANCE BOND AND FULL PURCHASE PRICE WITH ALL OWNERSHIP RIGHTS REVERTING TO MIAMI -DADE COUNTY.

I FURTHER UNDERSTAND THAT BIDS/PROPOSALS MUST BE SUBMITTED IN A SEALED ENVELOPE OR CONTAINER AND WILL BE OPENED PROMPTLY AT THE SUBMITTAL DEADLINE. BIDS/PROPOSALS RECEIVED AFTER THE FIRST BID/PROPOSAL ENVELOPE OR CONTAINER HAS BEEN OPENED WILL NOT BE OPENED OR CONSIDERED.

*****SUBMIT THIS PAGE*****

**BID PROPOSAL AND CERTIFICATION
PAGE 2 OF 7**

COMPLETE ALL BLANKS BELOW. SIGN EACH PAGE OF THIS BID PROPOSAL AND CERTIFICATION FORM WHERE INDICATED. SEPARATE AND KEEP THE "TERMS AND CONDITIONS" PAGES FOR YOUR REFERENCE AND SUBMIT THE "BID PROPOSAL AND CERTIFICATION FORM" PAGES WITH THE REQUIRED BID DEPOSIT.

PRINT THE NAME OF THE PERSON BIDDING: _____

POSITION/TITLE: _____

PRINT FIRM NAME (if any): _____

STREET ADDRESS: _____

CITY _____ STATE _____ ZIP CODE _____

MAILING ADDRESS (if other than above): _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE #: () _____ FAX #: () _____

OTHER TELEPHONE #: () _____

*****SUBMIT THIS PAGE*****

**BID PROPOSAL AND CERTIFICATION
PAGE 3 OF 7**

BID PROPOSAL AND CERTIFICATION FORM**SEALED BID NO. CI-13-40****BID DATE: July 18, 2013**

Insert in the "Amount Bid" blank the total amount you agree to pay for the property. Entries must be typed or clearly printed in ink. Use of erasable ink is not permitted. Strikeovers, changes, and corrections by the Bidder must be initialed. Questionable entries will be rejected.

Item #	Item Description	Item #	Amount Bid
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The following lots are located at the Miami-Dade Department of Internal Services facility at 2225 NW 72 Avenue, Miami, Florida. To inspect the lots for sale, contact Mrs. Elena Perez or Mr. Audie Thompson at (305) 592-3016. Property may be inspected **BY APPOINTMENT ONLY**, Monday through Friday, between the hours of 9:00 a.m. and 2:00 p.m., beginning July 05, 2013. Call contact person for an appointment before attempting to inspect the property.

1. *DC# 547899, Weldotron Heated Shrink Wrap, s/n OE44560A and
DC# 547914, Weldotron Heating Tunnel, s/n OE203708.....* 1.\$ _____
2. *One (1) Lot of Misc. Paper Knife for Polar EMC 115 Mon Cutting Machine
Believe to be: 6.75 x 47" (10 Blades)* 2.\$ _____
3. *DC# 595658, Topaz IX Scanner, High-end Flatbed Scanner,
Trilinear Color-CCD-Unit with 3 x 8000 Pixel, s/n 993615278.....* 3.\$ _____
4. *DC# 638171, Hewlett Packard Design Jet 5000, 42" Color Large-format
Inkjet Printer, s/n 5312314007* 4.\$ _____
5. *One (1) Gerrard OB 301 N Paper Bander, s/n 3102490* 5.\$ _____

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BID PROPOSAL AND CERTIFICATION FORM**SEALED BID NO. CI-13-40****BID DATE: July 18, 2013**

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Item #	Item Description	Item #	Amount Bid
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The following lots are located at the Miami-Dade Department of Information Technology facility at 5680 SW 87 Avenue, Miami, Florida. To inspect the lots for sale, contact Mr. Juan Garcia at (305) 596-8419 or Mr. Tony Rojas at (305) 596-8397 or (305) 596-8211. Property may be inspected BY APPOINTMENT ONLY, Monday through Friday, between the hours of 9:00 a.m. and 2:00 p.m., beginning July 05, 2013. Call contact person for an appointment before attempting to inspect the property.

6. *One (1) Lot of Misc. Storagetek Library Storage Units, Model 9310 & 9311
With Storagetek Timberline Tape Drive Cabinet, Model 9410 & 9741E,
DC#'s 514768, 508214, 508215, 514767, 566810 & 600997 6.\$ _____*
7. *DC# 661537, One (1) Storagetek 9310 Library Storage Unit,
With Storage 9311 Library Controller Unit, s/n 008000004107 and
Three (3) Storagetek 9741E Tape Drive Cabinet,
s/n's 45500002966, 45500003226 & 45500001631 7.\$ _____*
8. *DC# 508213, One (1) Storagetek 4430 Library Management Unit,
s/n 00600683, and One (1) Storagetek 9330 Library Management Unit 8.\$ _____*
9. *One (1) IBM VTS 3494/B10, Dasd, and One (1) IBM VTS 3494, Library... 9.\$ _____*

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BID PROPOSAL AND CERTIFICATION FORM**SEALED BID NO. CI-13-40****BID DATE: July 18, 2013**

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Item #	Item Description	Item #	Amount Bid
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10. One (1) Storagetek L700E Library Unit, s/n 480000104470 10.\$ _____

11. One (1) Lot of Miscellaneous IBM System Storage,
s/n's 75-M9380, 75-FPPY0, 75-FRBM0, 75-M2910 & 75-P0310 11.\$ _____

12. One (1) Gemtrack Tape Rack 12.\$ _____

13. DC# 671376, One (1) IBM 2105 Storage Expansion, s/n 13-25015 13.\$ _____

14. One (1) Lot of Two (2) IBM 2424 System Storage,
s/n's 75-BN330 and 75-BN340 14.\$ _____

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BID PROPOSAL AND CERTIFICATION FORM

SEALED BID NO. CI-13-40

BID DATE: July 18, 2013

**TOTAL AMOUNT BID: ADD TOGETHER EACH "AMOUNT BID"
FOR ALL ITEMS FROM 1 THROUGH 14,
AND PLACE THE TOTAL BID AMOUNT HERE:**

PLACE THE TOTAL BID HERE: \$ _____

A BID DEPOSIT IS REQUIRED (BY CASHIER'S CHECK ONLY, PAYABLE TO "BOARD OF COUNTY COMMISSIONERS"). TEN PERCENT (10%) OF THE TOTAL BID IS REQUIRED. MULTIPLY THE TOTAL BID AMOUNT BY 10%, ROUND THE RESULTING NUMBER TO THE NEAREST WHOLE DOLLAR, AND ENTER THE REQUIRED BID DEPOSIT HERE:

BID DEPOSIT: \$ _____

Deliver your completed Bid Proposal and Certification Form to:

Internal Services Department

980 West 84th Street

Hialeah, Florida 33014

Your bid must be received before 10:00 A.M. Eastern Time on the Bid Opening Date, as shown in the upper right hand corner of this page.

Bids/Proposals received after the first Bid/Proposal Envelope or Container has been opened will not be opened or considered.

By signing this page, you are confirming that you have read this document and you are agreed to meet all requirements specified within bid document. Do not bid on any item you have not inspected. Failure to meet these requirements will result in penalties. Follow the instructions carefully.

SIGN THIS PAGE



Bidder's Signature

*****SUBMIT THIS PAGE*****

BID PROPOSAL AND CERTIFICATION
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